



**South Pasadena Public Library
SPECIAL MEETING OF THE
LIBRARY BOARD OF TRUSTEES
MINUTES
January 22, 2015**



CONVENE:

Board President Ed Pearson called the special meeting of the Library Board of Trustees of the South Pasadena Public Library to order in Library Conference Room on January 22, 2015 at 7:05 p.m.

IN ATTENDANCE: Trustees Present

Ed Pearson, President
Constance Lue, Vice President
Ann Penn, Secretary
Andy Lippman, Trustee
Rick Thomas, Trustee

Also Present

Steve Fjeldsted, Director of Library, Arts & Culture
Ann Messana, Friends Board President
Suzanne Criley, relative of Bev Engler
Mark Engler, relative of Bev Engler

EXCUSED:

Sean Faye, Library Administrative Secretary

ACTION ITEMS:

1. **Request by Suzanne Criley, Mark Engler and Marcy Ziesing to serve White Wine at the Memorial Service for Bev Engler, Friends Bookstore Co-Founder, that will be held in the Community Room on 1/24/15** – Ed Pearson introduced Bev Engler's children, Suzanne Criley and Mark Engler to the Board. Suzanne and Mark expressed how much their mother loved this library and what a special place it was for her. Mark continued and said they invited people to the memorial to celebrate their mother's life and accomplishments. Suzanne added that her mother always liked a glass of white wine at the end of the day with friends and asked the Board for permission to include this as part of the Memorial Service scheduled for 1/24/15.

MOTION: Andy Lippman moved to approve the request to serve White Wine at the Memorial Service for Bev Engler in the Community Room on 1/24/15. **MSC:** Andy Lippman/Constance Lue – all approved.

2. **Request for approval for a Bev Engler Memorial Bench in Library Park** – Bev Engler's family expressed interest in donating a bench with a back that would be similar to others in the Library Park. They would also like a small memorial plaque installed in the ground. Steve said the family's wishes are to have the bench overlook the Moreton Bay Fig tree. Steve consulted Gonzalo Maravilla, the Parks supervisor, who found an area that met his approval and wasn't too close to the sprinklers. Steve sent the family a photo of the area and the family approves. Steve then asked for the Board's approval and stated that if they gave their permission it would then have to be approved by Community Services Director Sheila Pautsch to go before the Parks & Recreation Commission on 2/9/14 for final approval. Once it receives that approval the bench can be ordered and added into the work schedule for the Public Works department.

MOTION: Andy Lippman moved to approve the request for a Bev Engler Memorial Bench in the Library Park. **MSC:** Andy Lippman/Ann Penn – all approved.

[Suzanne Criley and Mark Engler left the Board of Trustees meeting at 7:14 p.m.]

3. Request for approval of “three big picture items” for Community Forum on 2/7/15 – Ed

Pearson explained to new member of the Board of Trustees, Rick Thomas, that the designation of “three big picture items” for the Community Forum on 2/7/15 had been on the 1/8/15 agenda, but that more time had been needed to determine those items, so tonight’s Special Meeting was scheduled. During the Library Board of Trustees meeting on 1/8/15 most of the items that were discussed involved technology.

Steve said that last year’s “big picture items” were for more resources, a better facility and more technology. Steve consulted with City Manager Sergio Gonzalez and Assistant City Manager Hilary Straus and they asked for more specific and tangible requests this year. Steve informed the Board that the items presented at the Community Forum would have the attention of both the City Council as well as prominent members of the community. Steve offered his three suggestions to the Board: Parking – as the School District across the street considers a proposed commercial redevelopment. If the Library would miss this unique opportunity for a parking solution, it may never have another as the South Pasadena Unified School District lot is the only one nearby. This could be even more important in the future as the City investigates building a Community Center which would enable the Library to expand into the Senior Center, it intends to expand without plans for additional off-street parking for staff and volunteers; Audio/Visual upgrade for the Community Room – \$75,000 would be needed to professionally install a new sound system, a flat screen for presentations and additional window coverings; and a make-over for the Library with new furnishings, new signage, more comfortable tables, chairs, desks, and an update of the Teen and Children’s areas while maintaining the classical, historical look of the Library’s exterior.

Acorn Technology, the IT firm recently hired by the City, has been given the list of the Library’s IT needs ranked by “high,” “medium,” and “low” priority, which are being compared to the recommendations in the Library Operations Study. Steve cautioned that City Hall didn’t consider any IT projects to be big picture items. Constance Lue thought it would be worthwhile to frame the request in terms of improving access to the Library through its website. Ann Penn said that a major concern was to extend our Wi-Fi capabilities, as that has been a constant complaint from the Library’s patrons. Andy Lippman stated that technology applies to all aspects of life and work at the Library and that the community would expect the Board to recognize the Library’s shortcomings.

Ed suggested the following should be the goals presented at the Community Forum:

1. Technology – enhanced access for employees and patrons
2. Reorganization of Library interior – improved sense of flow from technological improvements and any enhancements of the space
3. Parking – improve access for employees

Ed said this would be an opportunity for the community to reply before the goals are presented to the City Council. He asked for specific language for the template. Ann Penn volunteered to write it and send it to Andy Lippman for his review by 1/28/15 or 1/29/15. Steve said he would inform City Hall as to when to expect it.

MOTION: Andy Lippman moved to include IT, Physical Facilities and Parking as the three major areas to be discussed at the Community Forum on 2/7/15 and that specific language of those goals will be written by a sub-committee of Ann Penn and Andy Lippman. MSC: Andy Lippman/Constance Lue – all approved.

NEXT MEETING: The next regular meeting for the Library Board of Trustees will be on 2/12/15 in the Ray Bradbury Conference Room at the Library at 7 p.m.

ADJOURNMENT:

The special meeting of January 22, 2015 was adjourned at 8:23 p.m.

Minutes approved _____ as written.

Minutes approved _____ as corrected.

President